

Loansome Doc Tutorial

Gorgas Memorial Library

December 2002

Objectives

- Learn a registration process
- Order articles via PubMed
- Use clipboard feature to order from PubMed
- Order articles via Gateway
- Use locker feature to order from NLM Gateway
- Understand other features

Registration Step

Registration

Entrez-PubMed - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Media Print W

Address <http://www.ncbi.nih.gov/entrez/query.fcgi>

NCBI

PubMed Nucleotide

Search PubMed for Limits P

About Entrez

Related Resources

- Order Documents
- NLM Gateway
- TOXNET
- Consumer Health
- Clinical Alerts
- ClinicalTrials.gov
- PubMed Central

Privacy Policy

Bookshelf Additions

Try LinkOut

Loansome Doc is the document ordering system provided through PubMed and NLM Gateway. To order an article via Loansome Doc, you have to register first.

Step 1. At PubMed home page (<http://pubmed.gov>), click **Order Documents** from the sidebar below Related Resources.

Registration


(continued)

Loansome Doc Menu - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Media Print Mail News RSS

Address http://www.nlm.nih.gov/loansomedoc/loansome_home.html



[Overview](#)

[Change Ordering Library](#)

[Registration](#)

[Status of Orders](#)

[Update User Information](#)

Loansome Doc Ordering System

Loansome Doc allows users to order copies of articles from the National Library of Medicine (local fees and delivery charges apply). Users must register before they can start.

To order documents using PubMed, perform a search and select the desired citations by clicking the check box to the left of each citation. When you have finished marking your selections, click the ORDER button, or temporarily save your selections to the Clipboard by clicking "Add to Clipboard" on the PubMed features bar.

Step 2: Select **Registration from the sidebar at the Loansome Doc home page.**

Registration

(continued)

Loansome Doc Ordering - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Media

Address: loansome/login.cfm

NLM Loansome Doc Ordering

If you are a Registered user:

Please enter:

User ID:

Password:

Change Ordering Library

[Forgot your User ID or Password ?](#)

If you are new...

How to register if you are in:

[Frequently asked questions](#)

Step 3: Select **USA from dropdown box. Click **Go**.**

Registration

(continued)

NLM

Loansome Doc Registration

USA

As a first time user, you need to establish an agreement with a health science library (or up to three additional libraries) for service. That library will

Step 4: Fill in an ordering library identifier (LIBID)* in the box.

*To get our LIBID, fill in a Loansome Doc paper form at library and submit it to a

Note: Loansome Doc allows users to request document delivery through mail, fax, pickup, email or web. Users should discuss these options with the library that will be providing the Loansome Doc service to determine which document delivery services are available to them.

Each library sets its own document charges.

...e you with a Library
...u place using Loansome Doc
...ide you with full text copies

...a regular basis, check with
...ansome Doc service. If you
...vide the service for you,
...ea during normal business

...g Library : (required)

(optional)

Step 5: Click
Continue

Continue

Registration

(continued)

NLM

Step 6: Fill in personal information, select mail delivery method, choose user name and password accordingly. Then click **Register**.

Be sure you use a complete mailing address (home or office).

This registration is yours to manage. Librarians can determine users IDs & passwords of our authorized users but do not routinely track them. Local users may NOT use Loansome Doc to request locally held journals.

A successful registration message will follow.

Enter and Password of your choice to use for all future orders.

First Name : (required)
Last Name : (required)
Return Password : (required)

Register

Order via PubMed

Order Articles via PubMed

Step 1: At the search results screen, check the box in front of desired articles.

The screenshot shows the PubMed search results interface. At the top, there's a navigation bar with links like 'PubMed', 'Nucleotide', 'Protein', 'Genome', 'Structure', 'PopSet', 'Taxonomy', 'OMIM', and 'Books'. Below this is a search bar with 'PubMed' selected. The main content area displays a list of search results. The first result is selected, indicated by a checked box. The 'Send to' dropdown menu is open, showing options: 'File', 'Text', 'Clipboard', and 'Order'. The 'Order' option is highlighted. The taskbar at the bottom shows the 'Start' button and several open applications, including 'Entrez-Pu...' and 'Microsoft P...'. The system clock in the bottom right corner shows '1:39 PM'.

Step 2: Select **Order** from dropdown box next to **Send to**. Click **Send to**.

Order Articles via PubMed

(continued)

Loansome Doc Ordering - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search

Address http://www.ncbi.nlm.nih.gov/pmc/ed&BACK_URL=http://www.ncbi.nlm.nih.gov/pmc/

NLM Loansome Doc PubMed

If you are a Registered user...

Please enter:

User ID:

Password:

[Forgot your User ID or Password ?](#)

If you are new...

How to register if you are in:

USA

[Frequently asked questions](#)

Step 3: Enter a registered user name and password into the box. Click

Order Articles via PubMed

(continued)

[NLM](#)

Loansome Doc Warning

[PubMed](#)

Warning Concerning Copyright Compliance

The copyright law of the United States (Title 17, United States Code) governs the making of photocopies or other reproductions of copyrighted material.

Under certain conditions specified in the law, libraries and other users are authorized to furnish a photocopy of a copyrighted work for a user. One of the specified conditions is that the photocopy is not to be used for any purpose other than private study, scholarship, or research. If a user makes a request for, or later uses, a photocopy or reproduction for purposes in excess of "fair use," that user may be liable for copyright infringement.

Step 4: Read copyright agreement. Click **Accept**.

Accept

Decline

Order Articles via PubMed

(continued)

NLM Loansome Doc Order PubMed

Send Order

Send my order(s) to : Walter Reed Army Inst. of Research & Naval Med. Research Ctr

No needed after (mmddyyyy)

☒ 1 PMID: 12183552; MUID: [MuId not available]
Nwuba R; Sodeinde O; Anumadu C; Holder A; Nwagwu M
The Human Immune Response to Plasmodium falciparum
Infect Immun. 2002 Sep;70(9):5328-31

☐ 2 PMID: 12183552; MUID: [MuId not available]
Boutlis C; Gowda D; Naik R; Maguire G; Nwagwu M; Iyegbo G; Lagog M; Ibam E; Lorry K; Ainsley N
Plasmodium falciparum Glycosylphosphatidylinositol (GPI) anchor
Infect Immun. 2002 Sep;70(9):5052-7

Delivery Method : Mail

Fax country code :
Fax area/city code :
Fax local number :
Fax Extension :
Email :
Print comment entered on loan order.

Comment :

authorize ordering library to obtain articles from other libraries if ordering library is unable to fill the request.

Authorize : ☒ No ☐ Yes

Step 5: Fill in the date needed if there is one.

Step 6: Review the selected articles. You may uncheck the box in front of the article if you change a decision to order at this moment.

Step 8: Click Send Order.

Step 7: Review delivery information. You can change to a different delivery method for an urgent request.

Order Articles via PubMed

(continued)

NLM

Loansome Doc order sent

PubMed

Print or save a copy of this page for reference.

1 Loansome Doc Request - Aug 19, 2002

Request # 7853647 was sent to MDUWRD for:
Antibodies to Plasmodium falciparum Glycosylphosph 2002 Sep;70(9):5052-7.
MDUWRD reports holding volume 70 or year 2002 of *Infect Immun*.

User Information

User ID: WRAIR
Name: Chris Jackson
Title: Mr.
Address: 503 Robt
Washing
USA
Date: Aug 19, 2002

Step 9: Print a confirmation
page for records.

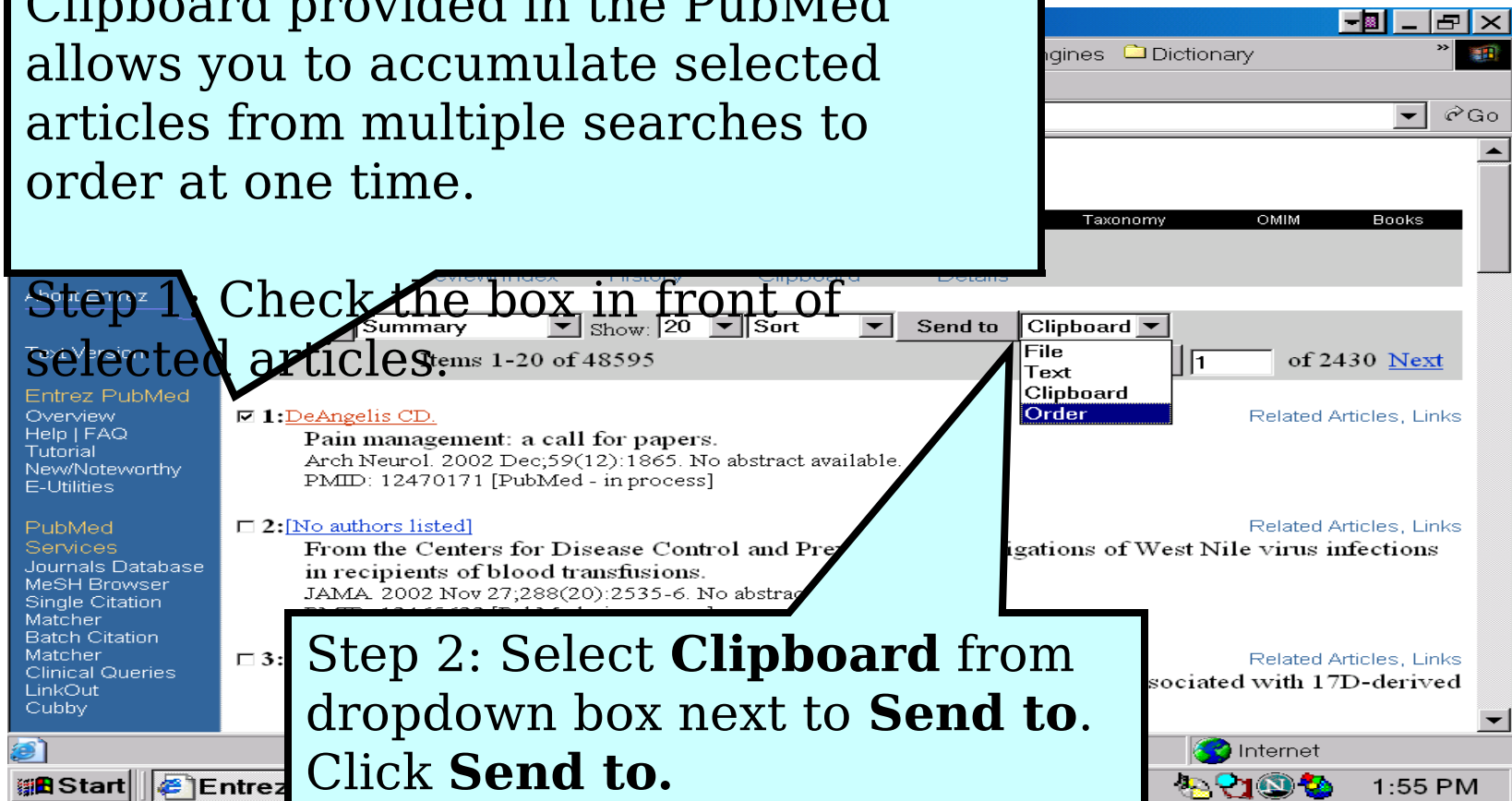
Delivery Information

Mail to user's address.

Use Clipboard to Order from PubMed

Clipboard provided in the PubMed allows you to accumulate selected articles from multiple searches to order at one time.

Step 1: Check the box in front of selected articles:



Step 2: Select **Clipboard** from dropdown box next to **Send to**. Click **Send to**.

Use Clipboard to Order from PubMed

(continued)

2 items were added to Clipboard.
Clipboard items will be lost after one hour of inactivity.
The maximum number of clipboard items is 500.

Display Show: Items 1-20 of 2

☐ 1: [Nyalwidhe J, Baumeister S, Lingelbach K.](#)
A non-permeant biotin d
Plasmodium falciparum-i
J Biol Chem. 2002 Aug 16 [Epub ahead of print]
PMID: 12186876 [PubMed - as supplied by publisher]

☐ 2: [Keystone JS.](#)
Reemergence of malaria: increasing risks for travelers.

Notice the number in front of article changing its color from black to green after saving. A message on the top of screen indicates the number of articles saved from each time.

Use Clipboard to Order from PubMed

(continued)

Step 3: Check the box in front of the desired articles. Select **Order and click **Sent to**. It will lead you to the Loansome Doc Login Screen.**

Entrez-PubMed - Microsoft Internet Explorer

File Edit View Favorites Tools

Back Forward Stop Home Search

Address http://www.ncbi.nlm.nih.gov/

NCBI

PubMed Nucleotide

Search PubMed for [ja] Limits

About Entrez

Text Version

Entrez PubMed

Overview Help | FAQ Tutorial New/Noteworthy E-Utilities

PubMed Services Journals Database MeSH Browser Single Citation Matcher Batch Citation Matcher Clinical Queries LinkOut Cubby

2 items were found. Clipboard items will be lost after one hour of inactivity. The maximum number of Clipboard items is 500.

Display Summary Show: 20 Sort Send to Order

Items 1-20 of 48595

1: [DeAngelis CD.](#) Pain management: a call for papers. Arch Neurol. 2002 Dec;59(12):1865. No abstract available. PMID: 12470171 [PubMed - in process]

2: [\[No authors listed\]](#) From the Centers for Disease Control and Prevention. Investigations of West Nile virus infections in recipients of blood transfusions. JAMA. 2002 Nov 27;288(20):2535-6. No abstract available. PMID: 12465622 [PubMed - in process]

Related Articles, Links

1 of 2430 Next

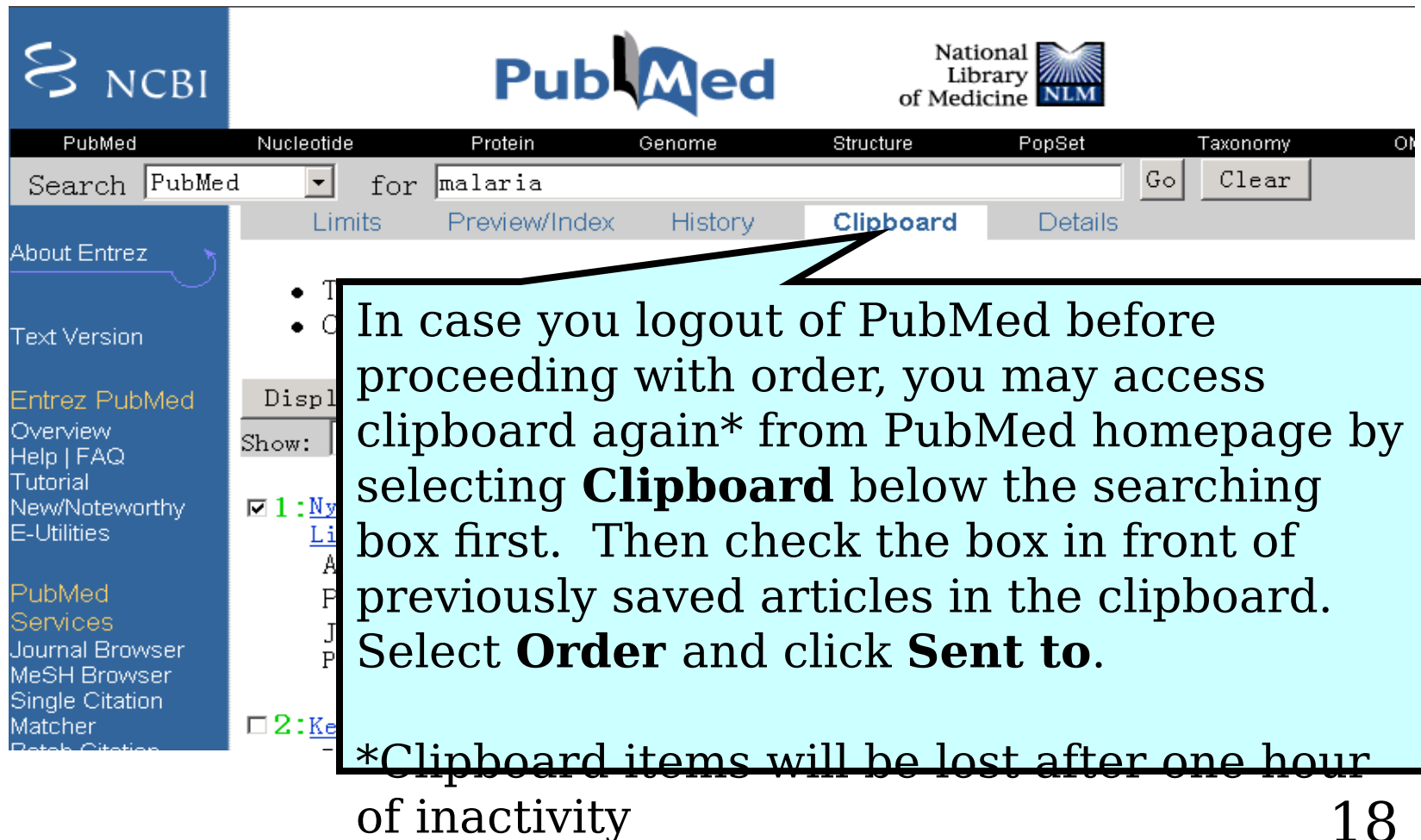
Done

Start Entrez-Pu... Microsoft P...

Internet 2:05 PM

Use Clipboard to Order from PubMed

(continued)



The screenshot shows the PubMed homepage. At the top, there are logos for NCBI, PubMed, and the National Library of Medicine (NLM). Below these are navigation tabs: PubMed, Nucleotide, Protein, Genome, Structure, PopSet, Taxonomy, and OM. A search bar is present with the text "Search PubMed" and a dropdown menu. The search results section shows a list of articles, with the first article selected. A callout box with a black border and a light blue background points to the "Clipboard" tab in the search results section. The callout box contains the following text:

In case you logout of PubMed before proceeding with order, you may access clipboard again* from PubMed homepage by selecting **Clipboard** below the searching box first. Then check the box in front of previously saved articles in the clipboard. Select **Order** and click **Sent to**.

*Clipboard items will be lost after one hour of inactivity

Order via NLM Gateway

Order Articles via NLM Gateway

(<http://gateway.nlm.nih.gov/gw/Cmd>)

The screenshot shows the NLM Gateway search results page. At the top, the NLM logo is on the left, followed by the word "Gateway" in a large teal font, and the tagline "your entrance to the knowledge resources of the National Library of Medicine" on the right. Below this is a search bar containing the word "malaria", with "Search" and "Clear Search" buttons to its right. A row of buttons includes "Find Terms", "Limits", "Results", "History", "Locker", and "Preferences". On the left side, there is a "New Search" section with links for "Overview", "What's New", "Help", and "FAQ". Below that is a section for "Other NLM Resources" with links for "Resources", "Ordering Info.", "Clinical Alerts", "ClinicalTrials.gov", "HSTAT", "LOCATORplus", "MEDLINEplus", and "PubMed". The main content area is titled "Results" and "Journal Citations (2 collections searched)". It states "Displaying items 1 - 20 of 30600 found". Below this, it says "Page 1 of 1531" and includes navigation buttons like "Jump to Page" (with a box containing "2") and "Jump to Collection". A dropdown menu labeled "Pick A Collection" is also visible. The search results are listed in a table. The first result is checked with a box and has an "Expand" button next to it. The second result is not checked and also has an "Expand" button. Two callout boxes provide instructions: "Step 1: Check the box in front of the desired article from the searching results." points to the checkbox of the first result, and "Step 2: Click Order Document." points to the "Order Documents" button at the top of the results section.

Results

Journal Citations (2 collections searched)

Displaying items 1 - 20 of 30600 found

Page 1 of 1531

Jump to Page: Jump to Collection:

Step 1: Check the box in front of the desired article from the searching results.

Step 2: Click Order Document.

1 ☒ **Population pharmacokinetic and pharmacodynamic parameters of artemisinin and dihydroartemisinin in patients with falciparum malaria**
S. L. White, A. H. Karlsson, M. O. Berg, et al. *Eur J Clin Pharmacol.* 2002 Aug;58(5):331-338. PMID: 12111111 [PubMed - in process]

2 ☐ **Population pharmacokinetic and pharmacodynamic parameters of artemisinin and dihydroartemisinin in patients with falciparum malaria**
S. L. White, A. H. Karlsson, M. O. Berg, et al. *Eur J Clin Pharmacol.* 2002 Aug;58(5):331-338. PMID: 12111111 [PubMed - in process]

Order Articles via NLM Gateway (continued)



New Search

Overview

What's New

Help

F A Q

Other NLM
Resources

Ordering Info.

Clinical Alerts

ClinicalTrials.gov

HSTAT

LOCATORplus

MEDLINEplus

PubMed

TCM

Document Ordering

The Order Documents button will open a new browser window to Loansome Doc Ordering.

A list of 1 document(s) you have requested will be forwarded. Follow the Loansome Doc instructions to complete your document order.

Order
Documents

Step 3: Click **Order Document** again at the confirmation ordering page.

1 Population pharmacokinetic and pharmacodynamic study of the enantiomers in patients with falciparum malaria

Svensson US, Alin H, Karlsson MO, Bergqvist Y, Ashton M.

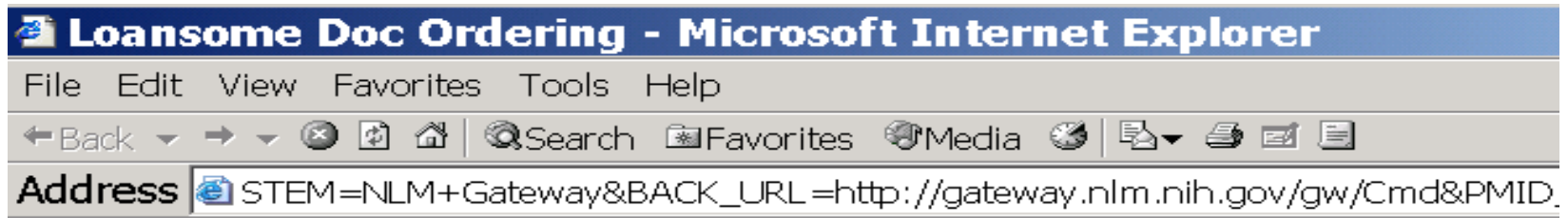
Eur J Clin Pharmacol. 2002 Aug;58(5):339-351.

PMID: 12185558 [PubMed - in process]

From PubMed

and mefloquine

Order Articles via NLM Gateway (continued)



| NLM | Loansome Doc Ordering | NLM Gateway |
|--|-----------------------|-------------|
| If you are a Registered user... | | |
| Please enter: | | |
| User ID: <input type="text"/> | | |
| Password: <input type="password"/> | | |
| <input type="text" value="Order Documents"/> <input type="button" value="GO"/> | | |
| Forgot your User ID or Password ? | | |

Step 4: Enter in registered Loansome Doc User ID and Password to proceed with order. The rest of the steps are the same as ordering articles via PubMed.

Use Locker to Order from NLM Gateway

Locker feature provided in the Gateway allows you to save searched articles for ordering them later.

Step 1: Check the box in front of desired articles at the search results screen. Click

Put in Locker.



[New Search](#)

[Overview](#)

[What's New](#)

[Help](#)

[FAQ](#)

[Other NLM Resources](#)

[Ordering Info.](#)

[Clinical Alerts](#)

[ClinicalTrials.gov](#)

[HSTAT](#)

Results **Put in Locker.**
Journal Citations (2 collections searched)

Displaying items 1 - 20 of 30605 found

Page 1 of 1531



Jump to Page

2

Jump to Collection

Pick A Collection ▼

Download or Display

Order Documents

Put in Locker

Deselect All

1 ☒

Expand

Related Articles

A non-permeant biotin derivative gains access to the parasitophorous vacuole in Plasmodium falciparum-infected erythrocytes permeabilized with streptolysin O.
Nyalwidhe J, Baumeister S, Hibbs AR, Tawill S, Papakrivovs J, Volker U, Lingelbach K.
J Biol Chem. 2002 Aug 16;
PMID: 12186876 [PubMed - as supplied by publisher]
From PubMed

Use Locker to Order from NLM Gateway (continued)

The screenshot shows the NLM Gateway website. At the top, there is a logo for NLM and the word "Gateway" in large green letters. Below the logo, there is a search bar with the word "malaria" entered. To the right of the search bar, there are buttons for "Find Terms", "Limits", and "Res". Below the search bar, there is a section titled "New Search" with links for "Overview", "What's New", "Help", and "F A Q". To the right of the "New Search" section, there is a "Login" section. The "Login" section contains the text: "The Locker and login. The Locker search items document ordering. The Preferences feature users to change their password and to set per choices to customize their search session." Below the "Login" section, there is a form with fields for "User ID:" and "Password:". To the right of the "Password:" field, there is a button labeled "Create New User ID". Below the "User ID:" and "Password:" fields, there is a "Login" button and a checkbox labeled "Use Preferences". To the right of the "Use Preferences" checkbox, there is a button labeled "Forgot Password". A light blue callout box with a black border is positioned over the "Create New User ID" button. The callout box contains the text: "Locker requires a free registration at first time." and "Step 2: Select **Create New User ID** if you do not have a login password."

Locker requires a free registration at first time.

Step 2: Select **Create New User ID** if you do not have a login password.

Use Locker to Order from NLM Gateway (continued)



New Search

[Overview](#)

[What's New](#)

[Help](#)

[F A Q](#)

[Other NLM Resources](#)

[Ordering Info.](#)

[Clinical Alerts](#)

[ClinicalTrials.gov](#)

[HSTAT](#)

[LOCATORplus](#)

[MEDLINEplus](#)

[PubMed](#)

[TOXNET](#)

Create New User ID

Registering for a User ID and password is free. For information about logi

User ID:

(5 - 20 characters)

Password:

(5 - 20 characters)

Retype Password:

Enter a question and its answer to help us identify you (e.g., name? Fido).

Question:

(1 - 50 characters)

Answer:

(1 - 50 characters)

Create User ID

Step 3: Enter in a desired User ID and Password. Click **Create User ID.**

Use Locker to Order from NLM Gateway (continued)

The screenshot shows the NLM Gateway website interface. At the top, the NLM logo is on the left, followed by the word "Gateway" in a large teal font, and the tagline "your entrance to the knowledge resources of the National Library of Medicine" on the right. Below the header is a search bar containing the text "malaria", with "Search" and "Clear Search" buttons to its right. Under the search bar are tabs for "Find Terms", "Limits", "Results", and "History". On the left side, there is a "New Search" link and a list of links: "Overview", "What's New", "Help", "F A Q", "Other NLM Resources", "Ordering Info.", "Clinical Alerts", "ClinicalTrials.gov", "HSTAT", "LOCATORplus", "MEDLINEplus", "PubMed", and "TOXNET". The main content area displays "Results (Logged in; 2 items were added to)" in a red box. Below this, it says "Journal Citations (Displaying items 1 - 20)" and "Page 1 of 1531". Two search results are visible: item 1, "A non-permeable...", and item 2, "Reemergence of...". Each item has a checkbox that is checked and an "Expand" button. A light blue callout box with a black border points to the first checkbox, containing the text: "Notice a message on the top indicating the number of articles saved in the locker after login." Another light blue callout box with a black border points to the "Order Documents" button, containing the text: "Step 4: Check box in front of desired articles." A third light blue callout box with a black border points to the "Order Documents" button, containing the text: "Step 5: Click Order Document." The "Order Documents" button is highlighted in a red box. Other buttons visible include "Put in Locker" and "Deselect All".

Notice a message on the top indicating the number of articles saved in the locker after login.

Step 4: Check box in front of desired articles.

Step 5: Click **Order Document**.

Use Locker to Order from NLM Gateway (continued)



New Search

Overview

What's New

Help

A Q

Other NLM
Resources

Ordering Info.

Clinical Alerts

ClinicalTrials.gov

ISTAT

OCATORplus

IEDLINEplus

PubMed

Document Ordering (Logged in; not using preferences)

The Order Documents button will open a new browser window to Loansome Doc Ordering.

A list of 1 document(s) you have requested. To complete your document order.

Order
Documents

Step 6: Click **Order Document** again after verifying the order. It will lead you to the Loansome Doc page.

instruction.

1 A non-permeant biotin derivative gains access to the parasitophorous vacuole in Plasmodium falciparum-infected erythrocytes permeabilized with streptolysin O.

Nyalwidhe J, Baumeister S, Hibbs AR, Tawill S, Papakrivovs J, Volker U, Lingelbach K.

J Biol Chem. 2002 Aug 16;

PMID: 12186876 [PubMed - as supplied by publisher]

From PubMed

Use Locker to Order from NLM Gateway (continued)



[New Search](#)

Search

- Enter one or more terms.
- Enter multiple terms in quotes.

In case you logout of Gateway before proceeding with order, you may access Locker again at the Gateway homepage by selecting **Locker** below the searching box. It will lead you to the Locker login screen. After login Locker, the rest of steps are same as previously instructed.

Other Features



Change Ordering Library at the sidebar on the left in the Loansome Doc homepage allows you to select another borrowing library to order, but you need to get authorization from the library first.

Status of Orders at the sidebar on the left lets you to check if the order has been filled or transferred to another library.

Update User Information at the sidebar on the left enables you to change your delivery method, email address, or password from the previous registration.